

ATTACHMENT A

**TOWN OF NEEDHAM  
DPW/RTS**

**SNOW DUMPING PERMIT APPLICATION**

**DATE** \_\_\_\_\_

**APPLICANT**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

Business Phone # \_\_\_\_\_ Fax # \_\_\_\_\_ Email \_\_\_\_\_

Snow will be removed from the following property:

(List property name and street address)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Applicant is (check all applicable):

\_\_\_\_\_ property owner                      \_\_\_\_\_ property manager  
\_\_\_\_\_ property occupant                  \_\_\_\_\_ snow removal contractor  
\_\_\_\_\_ snow hauler

I understand that snow dumping must be performed according to DPW regulations.

I will need # \_\_\_\_\_ vehicle identification markers which must be displayed and readily visible on the passengers door of each truck hauling on a given night and I will return the vehicle identification markers to the RTS no later than 4:00 p.m. the day after the snow removal event. Vehicle identification markers will be issued to each hauler as they check into the RTS Facility with their first snow load during a snow hauling event.

Issued # \_\_\_\_\_ Snow Permits, and issued permit number(s) \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, to the above applicant on this **date** \_\_\_\_\_.

\_\_\_\_\_  
Name

PLATE # \_\_\_\_\_ SIZE (yds) \_\_\_\_\_

\_\_\_\_\_  
Title

PLATE # \_\_\_\_\_ SIZE (yds) \_\_\_\_\_

PLATE # \_\_\_\_\_ SIZE (yds) \_\_\_\_\_

## ATTACHMENT B

### **TOWN OF NEEDHAM DPW/RTS**

#### **SNOW DUMPING INSTRUCTION FOR HAULERS**

1. Only snow free from all debris and contamination may be dumped at the RTS.
2. Snow must be from a location within the Town of Needham and can only be delivered to the RTS in a truck with a Snow Dump Permit.
3. Snow Dumping Permit(s) for the snow season will be obtained from the DPW or the RTS, at no cost to the Hauler or Contractor.
4. Arrangements must be made with the DPW/RTS, (781) 455-7568, at least 8 hours before start time of hauling.
  - a. Snow Hauling Events will normally be scheduled the day AFTER a large snowfall.
  - b. Minimum number of vehicles hauling to justify off-hour opening of the RTS is 4 trucks.
  - c. If the minimum number (4) of snow haulers is not met by 3:00 p.m. on the day of a scheduled snow hauling event, the DPW/RTS will cancel the snow hauling event and notify the registered haulers.
  - d. Snow Hauling Events will not take place on Sunday, except in a declared *State of Emergency*.
5. As each truck and operator arrives with its first snow load to the RTS, the operator must check-in. During the check-in process:
  - a. Snow Dump Permit will be checked and verified for each truck.
  - b. For each verified Snow Dump Permit, one vehicle identification marker will be issued.
    1. Vehicle identification markers are 8" magnetic rubber disk. Vehicle identification markers are color coded to identify size of truck, and numbered for assignment purposes. One vehicle identification marker will be issued for each registered Snow Dump Permit during each snow removal event. Vehicle identification markers are non-transferable between trucks.
  - c. Vehicle Identification markers will be placed on the passenger door (Right Door) of the truck it is assigned to.
  - d. Vehicle Identification markers must be returned to the RTS no later than 4:00 p.m. the day after the snow removal event. Failure to return Vehicle identification marker may result in loss of Snow Dump privileges.

**ATTACHMENT B - (Cont'd)**

6. Snow dumping fee is as follows:
  - a. Total cost for snow dump operations during an event is \$2,400. for an 8 (eight) hour operation; or \$1,200. for a 4 (four) hour operation. The cost per participating contractor is as follows:
    1. Each contractor will be charged his or her percentage of the operating cost based on the volume of snow (in cu. yds.) brought into the RTS.
    2. The contractor calling for the opening of the Snow Dump will be responsible for the operating cost of the event (\$2,400. or \$1,200.) depending on the operation (8 hour or 4 hour) should no other contractors participate in the event.
7. Hauling hours during a snow removal event will be from 9:00 p.m. - 5:00 a.m. for an 8 (eight) hour operation. Events of a 4 (four) hour operation will be scheduled between 5:00 p.m. and 7:00 a.m. at the discretion of the RTS.
8. Snow dump permits may be suspended or canceled for failure to follow requirements or failure to pay all DPW fees that are due. Permits may be reinstated after all outstanding fees are paid, in addition to a \$500 penalty fee.
9. As a service to small volume snow haulers and subject to the DPW's ability to take snow, (considerations include available space, cleanup and traffic), an interruptible service may be provided during regular RTS working hours, subject to Items 1, 2, 8 and 10 herein, at a fee of \$4.00 per cubic yard, with a \$15.00 minimum charge.
10. Snow dumping fees will be reviewed and amended, from time to time, by the Director of Public Works and approved by the Board of Selectmen to ensure that all costs for providing the service are recovered by the fees paid by those using the service.